

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training
THROUGH : Deputy Director of Training
FROM : Registrar/TR

DATE: 20 February 1958

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SUBJECT: Weekly Activity Report No. 7
12 February - 18 February 1958

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DDA Memo, 4 Apr 77

Auth: DDA REG. 77/178

Date: 09 MAR 1978 By: I. SIGNIFICANT ITEMS:

None

II. OTHER ITEMS:

1. This appears to be the effect of the snow holiday on disrupting instruction:

a. CSR, War Planning, and Reading Techniques will start on 24 February instead of 17 February.

b. Introduction to Supervision will have to be re-scheduled later, because of the illness of

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c. Conference Leadership was closed for the entire week and will probably be extended one week later.

d. Internal language classes resumed on Thursday, 20 February.

e. All other courses were back in operation with the loss of one or two days instruction. Some like Intelligence Orientation - Communism Phase will end on schedule, others like Admin Procedures will be extended. Marie with assistance of others on telephone, has kept Training Officers in the Agency and outside posted on developments.

f. Fortunately no classes were scheduled during the week at

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25X1 2. [] met with NSA training officials on Wednesday. They discussed several Agency requirements for NSA training, talked about problems of mutual concern and interest, and looked over the new quarters. One of the discussions centered around NSA's approach to external training as compared to ours. Some brief comments - (1) until recent budget cuts, NSA had a two part external training program, one was professional type along line of degree candidates, the other, job related external courses; (2) NSA external trainees are required to maintain a "C" average, we require "B". Ed's general impression of their office concludes with these two facts - their operations are not at the point of centralization in their development as ~~as~~ ours, and (2) their problems of external training are somewhat less diverse than ours due to the limited subject area in which they are interested. On his next visit he is to have an opportunity to meet [], Director of Training.

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25X1 3. [] conducted an [] briefing at the Pentagon for one of three Army officers who are scheduled to spend the week of 17 February at the site. The other two are stationed at different locations so special arrangements were made to have them briefed by the Security Officer at [] upon arrival.

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25X1 4. On 13 February, [] briefed four FDD employees prior to their Bulgarian language training at a local safehouse. [] accompanied the employees to the site and handled the necessary introductions, etc.

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25X1 5. Based on an inquiry from C/LAS, this office has requested two sets of Hungarian Texts from the Army Language School at Monterey. This request was handled through our Pentagon contact.

25X1 6. [] from the Commercial Staff was briefed on 13 February prior to his participation in the Advanced Management Program at Harvard.

25X1 7. Three out of four WH employees enrolled in Portuguese Language Courses at the Foreign Service Institute have been granted an extension of four weeks to complete their courses. The other employee terminated his language instruction at the regularly scheduled time to enter training []

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8. Self-Commendation Department - I received an interesting call from [redacted] (who I understand works with [redacted] in FE). [redacted] had been seeking data on qualified linguists and translators in the Southeast Asian languages and had made prior inquiries within his own office, and of FDD, C/LAS and [redacted]. Six minutes after he made his need known I furnished him the information he needed on qualifications of Agency personnel in Burmese, Korean, Thai, Vietnamese (numbers of linguists and translators, by degree of proficiency, plus negative information on Cambodian and Laotian. Pearson remarked that OTR's service in this instance was phenomenal and exceeded any he had ever received.

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9. The Inspector General, on 13 February, Thursday, requested all information which has appeared in issues of the OTR Bulletin and Special Bulletin concerning the Language Development Program. [redacted] prepared a list of citations and forwarded it to the IG with a complete set of the OTR Bulletin and such Specials as pertained. These materials have now been returned. Our citation list is attached, for your information.

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10. During the week 12 February - 18 February 1958, there were 1,032 persons enrolled in OTR conducted courses. The breakdown for enrollment is as follows:

238 enrolled in 44 classes (15 languages) during hours

134 enrolled in 21 classes (9 languages) before hours

185 enrolled in 26 classes (10 languages) after hours

73 enrolled in 3 area courses

96 enrolled in 2 Communism School courses

262 enrolled in 8 Intelligence School courses

44 enrolled in 2 Operations School courses.

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Attachment

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